



Commission Meeting Minutes

Date: October 27, 2025

Start Time: 1:00 pm

Stop Time: 2:38 pm

Location(s): Headwaters on Main (Potter Valley), Mendocino County Public Health (Ukiah), Zoom

Commissioners Present:

Anderson☒ Applegate☒ Bailey☒ D'Anis☒ Haschak☒ Hills☒ May☐ Miller☒

Staff Present:

Aldrich☒ Alvarado☒ Boek☒ Carson☒ Flesch☒ Fuentes☒ Troxler☒ Kohler☒

Rounds☒ Yoast☒ Saye☒ Avalos☒ Anderson☒ DeBiase☒

Public Present:

Betsy Mercer (Public Health), Aurora Iazaro-Lopez (Student-Public Health), Sandy Tadeo (PHN Mendocino), Lily Caravello (Mendocino County Outreach and Navigation Unit)

1. Welcome & Introductions

- The meeting was called to order at 1:00 pm.
- Attendees were welcomed by the chair.
- Roll call was conducted; introductions were made.

2. Mindful Minute

- ED Saye led attendees in a Mindful Minute.

3. Public Comment on Non-agendized Items

- Public comment was opened.
- No public comment was received.
- Public comment was closed.

4. Consent Calendar

- **Action**
- Discussion (if any): None
- **Motion: Motion to approve the Consent Calendar.**
- **Move:** Haschak
- **Second:** Hills



- **Yes:** Anderson☒ Applegate☒ Bailey☒ D'Anis☒ Haschak☒ Hills☒ Miller☒
- **No:** None
- **Abstain:** None
- **Absent:** May☒
- **Passed**☒

5. First 5 Mendocino Holiday Policy Update

- **Action**
- **Discussion :** Three inclusive holidays were presented for addition to the current holiday policy: César Chávez Day, Juneteenth, and National Indigenous Peoples' Day. The floating holiday policy was updated to include specific use-parameters. Floating holidays will be offered at the beginning of the calendar year and are to be used within 30 days before or after the identified days. Floating holidays will not roll over and will not be paid out if a separation occurs whether voluntarily or involuntarily. Employee Classification still determines the floating holiday time allowed. Floating holidays will be paid out in days and not hours. An employee memo communicating the update was included for approval. Commissioner Hills expressed her support of First 5 Mendocino adding additional inclusive holidays to the policy.
- Three corrections were made to the Holiday Policy.
 - "Martin Luther Kind" was corrected to "Martin Luther King"
 - "eligible to received holiday pay" was corrected to "eligible to receive holiday pay"
 - "this leave in taken" was corrected to "this leave is taken"
- **Motion: Motion to approve with specified edits.**
- **Move:** Hills
- **Second:** Haschak
- **Yes:** Anderson☒ Applegate☒ Bailey☒ D'Anis☒ Haschak☒ Hills☒ Miller☒
- **No:** None
- **Abstain:** None
- **Absent:** May☒
- **Passed**☒



6. 2026 Commission Meeting Calendar

- **Action**
- Discussion: Commissioner D'Anis requested that the standard meeting time be added to the Commission Meeting Date column. A poll with options for the June 15, 2026 planning meeting time will be sent to Commissioners. The preferred time will be added and brought back to the December meeting. An evening meeting time was discussed at the suggestion of Commissioner Anderson. After discussion it was decided the meetings will stay as indicated but staff will bring possibilities for an Open House/Community Feedback Evening to the Commission to increase public engagement. Any Commission meeting scheduling conflicts should be emailed to Staff Kohler.
- Additional ways to interact with the public were discussed:
 - Informing the public through the new radio hour.
 - Adding schools to mailing lists for the Commission meetings.
 - Continue having Commission meetings located throughout the County and highlight the FRCs in each area.
- Commissioner Miller indicated the Public Health meeting space will be available for all the scheduled meetings.
- **Motion: Motion to approve the 2026 Commission Meeting Calendar with specified changes.**
- **Move:** D'Anis
- **Second:** Anderson
- **Yes:** Anderson☑ Applegate☑ Bailey☑ D'Anis☑ Haschak☑ Hills☑ Miller☑
- **No:** None
- **Abstain:** None
- **Absent:** May☑
- **Passed**☑

7. Annual Report & Public Hearing

- **Action**



- Discussion: Staff Karla Kohler and Jenna Flesch presented on the information and demographics submitted to the State in the Annual Report. Highlights include total Strategic Plan Revenue of \$2,337,293 and final totals show children served went from 5,022 in Fiscal Year 2023-24 to 8,927 in Fiscal Year 2024-25.
- The presentation included details in each of the following areas:
 - Child Health & Development - \$322,194
 - Early Learning & Care - \$149,070
 - Family Resilience - \$666,610
 - Integrated & Equitable Systems - \$619,155
 - Support Systems - \$257,850
 - Admin/Evaluation - \$322,414
- The Commission discussed the increase in numbers as well as the potential impact next year with the programmatic changes coming from County to National levels. The importance of measuring direct impact of agency during the anticipated increased future needs of families was noted and further discussion on that will be heard during Strategic Planning items at upcoming Commission meetings. ED Saye noted the narrative reporting sections allowed for more detail.
- The Public Hearing was opened.
 - Staff Fuentes shared about meeting a family at an outreach event that was disappointed in the decrease of the diaper funding but said it was a lifeline to a family member who needed it during a challenging time.
 - ED Saye expressed discussions at the Northwestern Region meetings around the possibility of a large region Diaper Depot.
- The Public Hearing was closed.
- **Motion: Motion to approve the 2024-25 Annual Report.**
- **Move:** Hasckak
- **Second:** Applegate
- **Yes:** Anderson☒ Applegate☒ Bailey☒ D'Anis☒ Haschak☒ Miller☒
- **No:** None



- **Abstain:** None
- **Absent:** Hills☒ May☒
- **Passed**☒

Commissioner Hills left at 1:45.

8. Independent Audit & Public Hearing

- **Action**
- Discussion: ED Saye noted that there were a couple changes to the way the audits are done so it will look a little different from previous years, but that there were no findings from the auditor. Nothing in the audit stands out to ED Saye or Staff Flesch. Commissioner Anderson commended ED Saye, Staff Flesch, and the team for their exceptional work. ED Saye noted the dedication of the team to their quality of work.
- The Public Hearing was opened.
- No public comment was received.
- The Public Hearing was closed.
- **Motion:** Motion to approve the 2024-25 Independent Audit.
- **Move:** Anderson
- **Second:** Haschak
- **Yes:** Anderson☒ Applegate☒ Bailey☒ D'Anis☒ Haschak☒ Miller☒
- **No:** None
- **Abstain:** None
- **Absent:** Hills☒ May☒
- **Passed**☒

9. First 5 Mendocino November 2025 Calendar Revision

- **Action**
- Discussion: At the Planning Meeting in June, Commissioners added a November meeting to the calendar in case more time was needed to complete and vote on the audit. The audit is finished and after polling Commissioners, a quorum date for November was not found.



The recommendation is to cancel the November Commission meeting and keep the November Executive Committee meeting. Commissioner D'Anis reminded attendees that the November meeting was voted on by the Commission and that it was also added to offer additional opportunities for attendance for Commissioners who may have missed some meetings and are at risk of losing their seat. Currently no Commissioners need a November meeting to keep their seat.

- **Motion:** Motion to amend the 2025 meeting calendar by cancelling the November 2025 meeting.
- **Move:** Haschak
- **Second:** Anderson
- **Yes:** Anderson☒ Applegate☒ Bailey☒ D'Anis☒ Haschak☒ Miller☒
- **No:** None
- **Abstain:** None
- **Absent:** Hills☒ May☒
- **Passed**☒

10. ED & Staff Updates

- **No Action**
- Discussion:
 - First 5 Mendocino was invited to host an informational radio show on the KZYX radio station on the third Tuesday of the month from 9:00-10:00 am.
 - First 5 Mendocino Community Hour is the title.
 - Staff are brainstorming topics and would like to interview Commissioners.
 - Exciting opportunity for local platform.
 - Public can email questions.
 - Doula Shelby Goates will be hosting a post-partum support group on the first Friday of every month from 10:00-12:00 am in the Community Room.
 - Ed Saye and Staff Rounds attended the Adventist Health Incubate Gathering. There was a presentation regarding a study in Puerto Rico that indicated relationships and community connection shows an increase in health and a



decrease in chronic conditions. Breakout groups discussed how that can be applied to Mendocino County, which shares many similarities with Puerto Rico. Commissioner Miller noted the change for providers around personal information for Medi-Cal being safe from agencies like ICE and the shift in trust with clients. A local reporter recorded the event activities for public reporting. Staff Rounds commented on the collaboration effort among the partners present at the gathering.

- Staff are continually tracking the status of the Family Resource Centers in Mendocino County during this time of funding instability.
- Staff Fuentes shared an update that included her attendance at the California Early Childhood Special Education Network Symposium, recent SibShops, parent support groups, and Pumpkinfest outreach. She also shared about the soft launch of the Rapid Response network hotline for ICE reporting.
- Staff Aldrich shared an update about Positive Parenting Awareness Month (PPAM). Commissioner Haschak is sponsoring the PPAM Proclamation at the Board of Supervisors. Aldrich also updated attendees on Triple P Peer Support and father attendance in Triple P. Haschak also commented on the need to have family supports listed in the Mendocino County Policy Platform.
- Staff Carson commented on her attendance with ED Saye at a Trauma Stewardship Institute training. Staff are in negotiations for the speaker to come to Mendocino County. Discussion included individual and collective nervous systems, micro level impact, creating policies for systems regulation, and psychological safety when working with traumatized clients and staff. Staff Carson and ED Saye also updated the Commission on the Rooted and Ready event hosted by First 5 Mendocino and the Mendocino County Office of Education.
- Staff Boek provided updates on her Community Resiliency Model presentation at Mendocino College and Community Room events including On the Verge training, Regional Center tech training, and the parent support groups. Staff are collaborating with Mendo Leap for presentations. The Community Navigator program is expanding to provide extended services to Humboldt and Lake



Counties. One of our Triple P classes was in person and instructor Tracy McGill was recently interviewed for the article “Expanding Parenting Support Across California: Meeting Parents Where They Are,” which is included in the Agenda Packet.

- Staff Rounds expressed her gratitude to the Welcome Baby Team for their hard work with recent training and supporting families in challenging situations.
- Staff DeBiase reflected on timeliness of the Welcome Baby program regarding the recent political changes and upswing of clients’ support needs like CalFresh, housing, and court appointments.
- Staff Anderson shared some information on her challenging cases which include Child Protection Services referrals and housing challenges.

11. Commissioner Reports, Staff Comments, Announcements, Quorum Check & Additional Materials

- **No Action**
- Commissioner Updates
 - Commissioner D’Anis
 1. Reported she returned to work at Adventist Health in Willits 3 days a week.
 - Commissioner Bailey
 1. Reported the closure of the Field of Interest cycle for the Community Foundation.
 2. Discussing ways to maintain the breadth of the work they do while increasing depth of impact.
 3. Goal of finding \$50,000 to grant to local food banks.
 - Commissioner Anderson
 1. Medicare changes to telehealth for specialty services, creating challenges for providers and patients.
 2. Child Psychiatrist starting in January full time.
 3. Possible addition of a Pediatrician to Lake County site.
 4. Bilingual Community Health Worker is on board.
 5. Joined local Search and Rescue team.



- Commissioner Haschak
 1. Reported on concerns of Mendocino County losing SNAP benefits.
 2. The Board of Supervisors had a healthcare workshop on September 10 discussing implications of HR-1 and the community providers response to upcoming changes.
 3. Nuestra Alianza de Willits fundraisers and building community.
- Commissioner Applegate
 1. Reposted she has a new grandchild.
- Commissioner Miller
 1. Reported they are continuing to watch the funding changes on the federal level.
 2. Women, Infants, and Children (WIC) will be funded through the end of November.
 3. Home visiting will still be able to meet needs through WIC.
- Staff Rounds expressed the ability of the Welcome Baby team to support families during these challenging times.
- Quorum Check for Upcoming Meeting: Anderson☒ Applegate☒ Bailey☒ D'Anis☒ Haschak☒ Miller☒
- Commissioners Hills and May will be polled.
- The meeting ended at 2:38 pm.